

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

958



**FROM:** Riverside County Information Technology (RCIT) and Human Resources (HR)

**SUBMITTAL DATE:**  
December 10, 2012

**SUBJECT:** Approve the contract amendment for the Implementation of the Human Resources Talent Acquisition Manager (TAM) project with VIVA USA, Inc.

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Approve and execute the contract amendment with VIVA USA for \$350,000 annually, which contains an option to renew the agreement for one additional year; and,
- 2) Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to exercise renewal option, based on the availability of fiscal funding, and to sign amendments that do not change the substantive terms of the agreement, including amendments to the compensation provision that do not exceed the annual CPI rates; and,
- 3) Direct the Clerk of the Board to return three (3) original signed amendments to RCIT.

**BACKGROUND:** In 2007, RCIT (then OASIS) contracted with the Oracle Corporation to license the Talent Acquisition Manager modules of PeopleSoft HCM. On October 7, 2008, the Board approved twenty master agreements with various information technology companies to augment county staff for various programming needs. *(Continued on Page 2)*

<i>Barbara Olivier</i> Barbara Olivier Assistant CEO/Human Resource Director	<i>Kevin K Crawford</i> Kevin K Crawford Chief Information Officer
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<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 350,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	12/13

SOURCE OF FUNDS: RCIT Operating Budget	Positions To Be Deleted Per A-30	<input type="checkbox"/>
<b>APPROVAL</b> Requires 4/5 Vote		<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

BY: *Serena Chow*  
Serena Chow

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Tavaglione and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: December 18, 2012  
xc: RCIT, Purchasing, HR

Kecia Harper-Ihem  
Clerk of the Board  
By: *Kecia Harper-Ihem*  
Deputy

Prev. Agn. Ref.: 3.20 4/3/2007; 3.30  
10/7/2008

District:

Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**3.61**

FORM APPROVED COUNTY COUNSEL  
BY: *Heal R. Kipnis* DATE: \_\_\_\_\_  
Departmental Concurrence  
*M. Howdyshell*  
Bob Howdyshell  
DIR. PURCHASING/FLEET  
Policy Policy  
   
Consent Consent  
   
Dept't Recomm.:  
Per Exec. Ofc.:

**Form 11: Approve the contract amendment for the Implementation of the Human Resources Talent Acquisition Manager (TAM) project with VIVA USA, Inc.**

**Date:** December 10, 2012

**Page 2**

**BACKGROUND: Continued**

In 2010, the Human Resources Department prioritized activating the Talent Acquisition Manager module to replace its aging JobMatch system, which is at the end of its useful life. JobMatch is sustained by Resumix software, which is no longer being developed or supported by the manufacturer. Due to critical requirements which called for specialized expertise not available with current county staff, the expertise is required from an outside source.

The TAM project has been carried out in several phases through the County's Awarded Vendor list. Critical integrations are in progress with Central HR's third party providers for assessment tests. The consultants provide functional expertise on system capabilities and business process planning for integration of third party providers through Integration Broker and Web Services. Current Central HR business processes require assessment exams to be ordered manually and scores input manually. Further integrations with additional third party providers are necessary, including an automated appointment system required by the Sheriff's department and its Deputy Sheriff Trainee hiring process. The Sheriff's department has also requested several functionality customizations to the PeopleSoft system that are yet to be completed. This integration will allow ordering of and collection of scores from pre-employment assessment exams to be automated, thus alleviating a significant administrative and data entry burden.

At the conclusion of this project, Talent Acquisition Manager will allow applicants to apply to County jobs, receive communications, take required assessment exams, be alerted of career opportunities, and refer colleagues for opportunities in a fully automated manner. Hiring managers and recruiters will share access to the applicant tracking system, eliminating the need for redundant databases related to recruitment within departments. Significant administrative process improvements and efficiencies will be realized by the HR department as a result of the TAM deployment. These include: Discontinuation of manual verification of more than 150,000 resumes each year, data entry related to assessment exams, and various other manual processes.

It is critical that RCIT retain consulting support through completion of the in-progress integration and customization projects, during user acceptance testing, and the initial go-live phase of this project.

**PRICE REASONABLENESS:**

Per specification outlined in the Master Agreements, the contracts are renewable annually for up to 5 years and require Board approval whenever a specific project exceeds \$100,000 in the fiscal year. Because of the budget and project scope, Purchasing released a Request for Quote # OSARC027 in May 2012 and solicitation notifications were sent to the County's 22 Information Technology awarded vendors, and seven vendor responses were received.

The hourly rates ranged from \$59 to \$220 and because of the necessary programming requirements and knowledge of the TAM system, the evaluation team conducted interviews with the programmers recommended by each company. As a result, VIVA USA did provide the most qualified programmers for the TAM project. Therefore, HR, RCIT, and Purchasing recommend that the award be given to VIVA USA, Inc. as the most responsive/responsible vendor, submitting a total project cost that shall not exceed \$350,000. VIVA USA, Inc. offered to provide Consulting Services of other than low bid rate of \$135/hour which was a mid-range rate offered amongst the majority of other bidders.

**REVIEW/APPROVAL:** Purchasing concurs with this request.

**COUNTY OF RIVERSIDE  
AMENDMENT TO THE MASTER AGREEMENT  
WITH VIVA USA, Inc,**

**CONTRACTOR:** VIVA USA, Inc.  
Contract Term: June 1, 2012 through June 30, 2013  
Annual Maximum Contract Amount: \$ 350,000.00

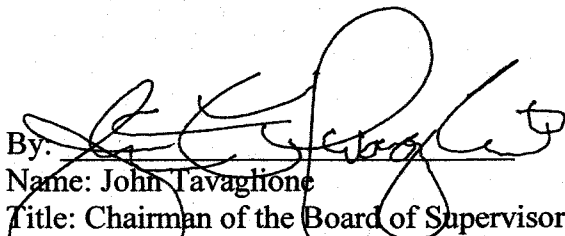
The Master Agreement between Riverside County, herein referred to as COUNTY and VIVA USA, Inc., herein referred to as CONTRACTOR, is amended as follows:


1. Amend Exhibit B of the Master Agreement to include programming of the Talent Acquisition Management (TAM) project. Outline of duties are included in Exhibit A to this amendment. Amend Exhibit B of the Master Agreement to include the specialized programming position for the TAM project, not to exceed \$135.00 per hour inclusive of all travel and overhead expenses.
2. All other terms and conditions of the Agreement are to remain unchanged.

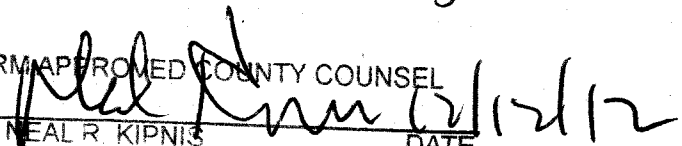
**IN WITNESS WHEREOF**, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

County  
County of Riverside

Contractor  
VIVA USA, Inc.

By:  By: \_\_\_\_\_  
Name: John Tavaglione Name:  
Title: Chairman of the Board of Supervisors Title:

Dated: ATTEST:  
KECIA HARPER-IHEM, Clerk  
By:  DEPUTY

FORM APPROVED COUNTY COUNSEL  
BY:  DATE

## **EXHIBIT A**

1. The CONTRACTOR shall provide functional expertise on system capabilities and business process planning for integration of third party providers through Integration Broker and Web Services.
2. CONTRACTOR shall have expert experience in:
  - ✓ Implementing PeopleSoft TAM/Recruiting Solutions 9.0 in local government applications
  - ✓ XML Publisher
  - ✓ Integration Broker
  - ✓ Web Services
  - ✓ Experience with:
  - ✓ Candidate Gateway
  - ✓ Talent Technology Integration Components including but not limited to: Broadcast, Match, Verify, and other applicable business services
3. CONTRACTOR shall design and evaluate the business processes requirements for the implementation/ augmentation of PeopleSoft TAM/Recruiting Solutions; SME will participate in system testing to ensure that the new module provides the expected results. PeopleSoft/TAM implementation and deployment experience is required.
4. Implementing PeopleSoft TAM/Recruiting Solutions in local government applications
  - ✓ Integration experience including but not limited to: Broadcast, Match, Verify, and other applicable business services
  - ✓ HCM Talent Acquisition Manager
  - ✓ Profile Manager
  - ✓ Candidate Gateway
  - ✓ Performance Manager
  - ✓ Workflow